

9 August 1984

Mr. William F. Lanier
Director, Falls Church Regional Center
Division of Continuing Education
University of Virginia
2990 Telestar Court
Falls Church, Virginia 22042 - 1279

Dear Mr. Lanier:

It is a pleasure to recommend [redacted] as an
Instructor in the University of Virginia Off-Campus Program.

STAT

I have been associated with [redacted] for the past two
years serving as her immediate supervisor. Her previous Agency
experience has equipped her to perform the functions of a Budget
and Program Analyst in an excellent fashion. and I have found
her to be extremely competent in the areas of her
responsibilities, dependable in following through on assignments
and honest and forthright in her dealings with me and with
others whom she supports.

STAT

[redacted] is highly qualified to serve as an instructor
in her field. I have observed her in many situations where she
has presented briefings to officials and I have no question that
she would be an excellent instructor.

STAT

[redacted]
Executive Officer
Training and Education

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